



## **FY2009 (7/1/08 – 6/30/09) Annual Work Plan Cowlitz Conservation District**

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### **Mission of the Cowlitz Conservation District**

The mission of the Cowlitz County Conservation District is to protect and improve the natural resources of the District and to guide resource development and use to provide the highest quality of life for present and future citizens

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### **Natural Resource Priorities and Goals:**

- To coordinate the delivery of and maintain the District's capacity to provide technical assistance to landowners within the district promoting sound resource management.
  - On an annual basis, provide technical assistance to walk-in and call-in customers, provide at least 30 site visits and prepare a minimum of 10 conservation plans that make efficient and effective use of the landowners' resources, current financial assistance programs, and technical assistance from our conservation partners.
- Continue to develop and secure funding to maintain the District's capacity to assist watershed communities with planning and implementation on a watershed level.
  - By September 2008, work with the Interagency Committee (IAC) and the Lower Columbia Fish Recovery Board to continue implementation of the Coweeman River Watershed Project.
  - By December 2008, complete implementation proposals for identified projects in the Mill / Abernathy / Germany Creek watershed.
  - By June 2009, implement the first of 4 funded habitat restoration projects in the Abernathy Creek Community watershed.
  - By June 2009, inventory, design, permit, and solicit contractors for the remaining (3) funded habitat restoration projects in the Abernathy Creek Community watershed.

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### **Information – Education Priorities and Goals:**

- Continue providing community service activities and promote an understanding of land use through sponsorship of forums, meetings, training sessions, participation in local natural resources oriented events, and use of local media.
  - By June 2009, the Conservation District in cooperation with Longview School District, Toutle/Woodland School District, and local 4-H will begin implementation of summer work and learn program targeting high school students within Cowlitz County through the Watershed Voyages Program. The program was awarded additional title III funds County Commissioners to expand the scope of the program.
  - By June 2009, the District will have successfully partnered to conduct annual education/outreach activities including regional Envirothon, county fair, Forest Stewardship Coached Planning, WSU Extension Living off the Land, and our annual dinner meeting/banquet.

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**District Operations Priorities, Goals & Funding Sources:**

- By June 2009, the district will have completed effective and efficient operations including accounting, grant vouchering, personnel management, Supervisor elections & appointments, training & development, and annual planning and reporting.
  - Cowlitz Conservation District will have successfully managed public money from the following sources:  
Washington State Conservation Commission: Conservation Reserve Enhancement Program\*, Livestock funding\*, Good Governance\*, and Water Quality Implementation funds\*
  - Cowlitz County: Secretarial support, and Title III Funds for the Watershed Voyages project
  - Governors Salmon Recovery Office: Family Forest Fish Passage Program funds administered by Interagency Committee (IAC)  
Coweeman River Community Watershed Project  
Coweeman River Community Watershed Demonstration Project  
Abernathy Creek Habitat Restoration Funds
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**Program Area:** District Operations

**Goal(s):** To maintain effective and efficient operation including accounting, grant administration, personnel management, and implementation of district policies

**Funding Source(s):** The principal funding sources for this program includes WSCC implementation, WSCC Good Governance, and GSRO funds.

Activities for FY2009	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
<b>District Operations</b>				
Submit grant vouchers and misc. grant paperwork as required	Monthly	BK/Mgr	30/6	
Prepare business information for Board meetings AP/AR	Monthly	BK/Mgr/RT	30/6/2	
Mid month AP/AR	Monthly	BK/Mgr	15/2	
Annual plan of accomplishments	9/1/08	Mgr/BK	2/1	
Submit reports as required (quarterly and semi annual reports)		Mgr/BK	6/6	
3 <sup>rd</sup> Quarter	11/15/08			
4 <sup>th</sup> Quarter	01/15/09			
1 <sup>st</sup> Quarter	04/15/09			
2 <sup>nd</sup> Quarter	07/15/09			
Participate in the SW Area Meeting	October 2008	Staff/Brd	3/0.5	
Prepare for and conduct annual election	10/08 – 4/09	BK/Mgr	5/0.5	
Arrangements to participate in WACD Annual Meeting	10/08-11/08	BK/Brd	5/0.5	
Prepare Annual Plan of Work/ Review LRP	5/1/09	Mgr/BK	1/4	

\* WSCC Funding is contingent on State approved budget

Activities for FY2009	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
<b>District Operations (continued)</b>				
Complete and submit annual financial report	5/1/09	BK/Mgr	9/1	
Complete internal audit	5/1/09	BK	5	
Apply for Good Governance Funding	5/1/09	BK	1	
Continue to apply for grant funding to help accomplish the District goals.	Ongoing	Mgr	20	
Long Range and Annual Plans				
Draft Salmon Recovery Project Proposals	9/15/08	Mgr	7	
Draft Centennial Clean Water Fund Proposals	11/1/08	Mgr	7	
Manage and maintain District owned land	7/08 – 6/09	Mgr/Rt/Brd	2/2/5	

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**Program Area:** Watershed Management

**Goals:** Continue to develop and secure funding to maintain the District's capacity to assist watershed communities with planning and implementation on a watershed level.

**Funding Source(s):** The principal funding sources for this program includes WSCC implementation and Cowlitz County, .

Activities for FY2009	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
<u>Abernathy Creek Habitat Restoration (GSRO)</u> Implement one of three identified instream habitat restoration projects	10/08 & 2/09	RT/Mgr/BK	15/10/5	
Inventory, design, permit, and solicit bids for three identified instream habitat restoration project to be implemented during the 2009 hydraulic window.	5/09	RT/Mgr/BK	12/5/5	
<u>Coweeman River Community Watershed Project</u> Implement the scope of work for the Community watershed project funded through GSRO	7/08-6/09	Mgr/BK/ET	10/10/90	
Develop and implement watershed demonstration projects in the Coweeman River Community Watershed	6/09	Mgr/ET	10/30	
<u>Mill/Abernathy/Germany Subbasin (shared WS with WCD)</u> Continue to initiate CRM process in cooperation with the Lower Columbia Fish Recovery Board and the Department of Ecology Intensively Monitored Watershed program in the Mill, Abernathy, and Germany Creek community watersheds	by 6/09	Mgr	5	
Continue to provide support to watershed community groups that have initiated watershed planning efforts as needed. Cowlitz watersheds include Leckler Creek, Whittle Creek, and Clark Creek, Arkansas Creek and Silver Lake watersheds.	7/08 – 6/09	Mgr/BK/RT	3/2/2	

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**Program Area:** Technical Assistance

**Goals:** To coordinate the delivery of and maintain the District's capacity to provide technical assistance to landowners within the district promoting sound resource management.

**Funding Source(s):** The principal funding sources for this program includes WSCC implementation\*, WSCC Livestock\*, WSCC CREP\*, Cowlitz County, and Private Mitigation funds.

Activities for FY2009	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
<b>Technical Assistance</b>				
<u>Conservation Reserve Programs</u>				
Provide continued technical assistance to existing CREP contracts (2 sites) , and enroll landowner into program (2site)	Ongoing	RT/Mgr/BK	2/2/1	
Provide assistance to landowners interested in the program by assisting with getting them enrolled in the program, conducting site inventory, preparing management plans, and implementing plans (2 sites enrolled, 1 additional anticipated)	6/09	RT/Mgr/BK	8/2/2	
<u>Livestock management assistance</u>				
Provide assistance to livestock operations as needed. Three landowners currently with program assistance.	6/09	Mgr/RT/BK	4/2/2	

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<b>Activities for FY2009</b>	<b>Target Dates</b>	<b>Person Responsible</b>	<b>Time (Days) Required</b>	<b>Estimated Funding</b>
Provide assistance to landowners and agencies to support applications for family forest fish passage project. Activities include conducting barrier assessments and generate project cost estimates.	6/09	Mgr//RT/BK	4/6/2	
<u>Standard technical assistance</u>				
Assist walk-in/call-in customers with technical assistance needs. Typically over 300 per year.	6/09	Mgr/RT/BK	8/8/8	
Assist a minimum of five landowners with the development of conservation plans	6/09	Mgr/RT/BK	5/12/2	
Mitigation Projects Assist landowners with implementing project plans and designs funded through project mitigation funds (Delameter Creek Restoration Project & Beaver Creek Restoration Project)	6/09	Mgr/ET/Rt/Bk	8/2/8/2	

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**Program Area:** Information, Education, and Outreach

**Goals:** Continue providing community service activities and promote an understanding of land use through sponsorship of forums, meetings, training sessions, participation in local natural resources oriented events, and use of local media.

**Funding Source(s):** The principal funding sources for this program includes WSCC implementation and Cowlitz County Title III funds.

Activities for FY2009	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
<b>Education/Outreach</b>				
<u>Watershed Voyages Project</u>				
Continue to implement the Watershed Voyages Grant Scope of work.	6/09	Project Coord/WSV Committee	Full time / 12	
Provide technical assistance to the project to help ensure that objectives are met and implemented	6/09	Mgr/BK/PC	2/4/226	
<u>Coached Planning Workshops</u>				
Partner with Department of Natural Resources and Cooperative Extension to host local workshops	6/09	Mgr	2	
<u>Envirothon</u>				
Participate in the SW regional Envirothon	5/09	Mgr/BK	1/5	
<u>Tree Sale</u>				
Partner with Cowlitz Farm Forestry Association to conduct an annual tree sale to support local students and adults participating in natural resource education activities	4/09	BK/Mgr	2/0.5	
<u>Cowlitz County Fair</u>				
Participate in the county fair by developing and displaying an exhibit in the natural resources building. Cooperate with building exhibitors to foster a cooperative effort to manage the building and draw in fair-goers.	8/09	BK/Mgr	5/0.5	

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Activities for FY2009	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
<u>Noxious Weeds</u> Assist the Cowlitz County Weed Control Board with development and implementation of an effective noxious weed abatement program.		Mgr/Brd	2/4	
<u>Miscellaneous Activities</u>				
Continue to participate when possible in local activities oriented around natural resources (e.g. earth day celebrations, classroom partnerships, and assistance to student groups for tree planting days, annual tree sale, and 5 <sup>th</sup> Grade Forestry)	6/09	BK/Mgr	11/2	

**Washington Conservation Districts assisting land managers with their conservation choices**

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## FY2009 Annual Budget Cowlitz Conservation District

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<b>Salaries and Benefits</b>		
	<b>District Operation</b>	<b>\$110,000</b>
	<b>Watershed / Technical</b>	<b>\$115,000</b>
	<b>Education/Outreach</b>	<b>\$65,000</b>
<b>Facilities</b>		<b>\$32,000</b>
<b>Vehicle</b>		<b>\$2,500</b>
<b>Equipment</b>		<b>\$3,500</b>
<b>Travel</b>		<b>\$2,500</b>
<b>Misc. Goods/Services</b>		<b>\$5,500</b>
<b>Watershed Voyages</b>		<b><u>\$14,000</u></b>
<b>Estimated Operating Budget</b>		<b>\$350,000</b>

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